

## Certificate of Deposit in lieu of Surety Bond

### **Completing the Assignment Form:**

Take the attached form “Assignment to Arizona State Treasurer” to any “in-state” Arizona Financial Institutions that is insured by the Federal Deposit Insurance Corporation (FDIC) and have them complete the form.

Section A: The Financial Institution will complete this section except for:  
“Name of Assignor Exactly as Shown Above”: The Licensee or Applicant prints their Arizona legal name of company on this line.  
“Signature of Assignor”: An owner or true officer of the company must sign their name.

Section B: This whole section is completed by the Financial Institution and notarized.

Section C: This section is left blank. This section will be completed by the Treasurer’s office after the Arizona Department of Finance (AZ DFI) submits the Assignment form and the Certificate of Deposit to them for further processing.

### **After the Assignment Form has been completed, the Applicant or Licensee will need to submit to AzDFI:**

- a) The Original Assignment form
- b) The Original Certificate of Deposit Slip/Receipt
- c) A letter attesting they have read the statutes and understand they cannot access the Certificate of Deposit or Cashier Check for 3 years after submitting a surety bond or closure of the business.

It is recommended that you make copies for your records

If you have any questions, please contact the Licensing Division of the Arizona Department of Financial Institutions at (602) 771-2800. Fax number is (602) 381-1225. You may also email the Licensing Division at [Licensing@azdfi.gov](mailto:Licensing@azdfi.gov)